

BY FAX/E-MAIL/CAMP BAG

ELECTION COMMISSION OF INDIA

Nirvachan Sadan, Ashoka Road, New Delhi-110001.

No. 464/L&O/EPS/2014

Dated 10th April, 2014.

To

The Chief Electoral Officer of
All States and Union Territories.

Subject: Security measures for polled Electronic Machines stored in Strong Rooms for counting of votes and setting up of Counting Centre – regarding.

Sir/Madam,

The Commission vide its letter No. 464/L&O/EPS/2014 dated 5th April, 2014 issued instructions on security and sealing measures for polled Electronic Machines stored in Strong Rooms for counting of votes and setting up of Counting Centre. Wherein the Commission has inter-alia instructed that the strong rooms under 24X7 CAPF guard either out of existing deployment available in the State or using the CAPF ordered to be retained out of Central Pool and Strong room shall be under 24X7 CCTV coverage.

2. Now, the Commission desires that the District Election Officer shall certify that the instructions mentioned in the aforesaid letter of the Commission have been complied with. The Chief Electoral Officer of the State shall obtain the certificate from the District Election Officers and forward a consolidated report in this regard to the Commission. The Observers shall also be informed by the Chief Electoral Officers to inspect and confirm that these instructions of the Commission are scrupulously followed.
3. A special mention in this regard be sent to the Commission by the Observers.
4. This may be brought to the notice of all concerned.
5. The copy of the instructions be handed over by the DEOs to all observers.

Yours faithfully,



(SUMIT MUKHERJEE)
SECRETARY

ELECTION COMMISSION OF INDIA

Nirvachan Sadan, Ashoka Road, New Delhi – 110001.

No. 464/L & O/ EPS-2014

Dated: 5 April, 2014

To

The Chief Electoral Officers of
all States and Union Territories.

Sub: Security measures for polled Electronic Voting Machines stored in Strong Rooms for counting of votes and setting up of Counting Centre –regarding.

Ref:- ECI instruction No.51/8/7/2011-EMS dated 14th February, 2011.

Sir / Madam,

The Election Commission of India has announced General Election to Lok Sabha, 2014, and Legislative Assemblies of Andhra Pradesh, Arunachal Pradesh, Odisha and Sikkim. The first poll day is on 7th April, 2014 and the last poll day is on 12th May, 2014 with seven different poll dates in between. The scheduled date for counting is 16th May, 2014. In many States, there is a considerable gap between the poll day and the counting day which has led to ensure Security measures with respect to polled EVMs as very important. The Commission, therefore, desires that the following should be done with a view to security of polled EVMs:

I. **Security of strong room:**

- a. Strong Room shall have only one door and not other door or opening. In case there are other doors or opening, they shall be closed using brick masonry.
- b. Strong room shall have a double lock system, with one key to be kept with strong room in charge and the other key with an officer not below the rank of ADM.
- c. Arrangements should be made for fire and flood safety.
- d. Strong room shall be under 24X7 CAPF guard either out of existing deployment available in the State or using the CAPF ordered to be retained out of Central Pool.
- e. Strong room shall be under 24X7 CCTV coverage.
- f. One control room adjacent to the strong room should be operative round the clock.
- g. A Gazetted officer along with a police officer should be put on duty round the clock for monitoring the security arrangements of strong room.
- h. It should be ensured that there is uninterrupted power supply at the strong room locations during the entire period wherein EVMs are stored. CEO may address the Chairman of Electricity Board concerned separately regarding this. Local Electricity Board officials should be asked to ensure the same. Contingency arrangement of stand by generators should be made to ensure uninterrupted power supply.

II. **Transportation and storing of polled EVMs in temporary strong rooms at the receipt center** – Polled EVMs shall be transported from the polling station to the

receipt center under guard of CAPF. Candidates and their representatives shall be allowed to follow the vehicle transporting polled EVMs. Polled EVMs can be stored in a strong room guarded by CAPF at the receipt center if the receipt center is not located at the headquarters of the RO. Strong rooms will be made by following all instructions of the Commission with respect to permanent strong rooms. The strong room shall be guarded by CAPF. The strong room shall be sealed after all the EVMs for that receipt center have been received and kept in the strong room. The sealing shall be done in the presence of candidates and their representatives and their signatures shall be obtained on the seal. The entire process shall be videographed. The candidates and their representatives shall be informed in writing about the date and time when the EVMs stored in the strong rooms shall be shifted to the permanent strong room at RO headquarter. The strong room shall be opened at the time so appointed in the presence of candidates and their representatives after verifying the intactness of the seal. The whole process shall be videographed. The EVMs shall then be taken out of the strong room and transported to the permanent strong room at the RO headquarter under protection of CAPF. Candidates and their representatives shall be allowed to follow the vehicle transporting EVMs.

III. Guarding of strong rooms – There shall be a three tier guarding system for strong rooms:-

- a. First tier, which is the innermost perimeter, shall be CAPF guard. This shall be a 24X7 CAPF armed guard. Minimum one section of CAPF armed guard shall be on duty 24X7. For this purpose minimum one platoon of CAPF shall be provided to guard the Strong Room round the clock.
- b. Second tier shall be a guard of State armed Police.
- c. Third tier shall be a guard of District Executive Force.

IV. Deployment of CAPF

The Commission has made provision for guarding of EVMs by CAPF. Whenever CAPF are existing as insitu force, the EVM guarding requirement will be taken care of by the existing forces. For other States, the provision is made out of the central pool. In the matter, the Ministry of Home Affairs vide its letter no. III-11040/1/2014-G(Vol-V) dated 21 March, 2014, addressed to the Chief Secretary, the Home Secretary and the Director General of Police of the States concerned has already conveyed the exact no. of coys. to be retained in the State after the completion of poll for security arrangements of EVM strong room and counting centers till the completion of counting with regard to the States where CAPF is available as

existing deployment, no allotment has been made out of Central pool, and provision for EVM guarding in those States shall be made out of existing deployment.

V. Facilities to candidates to keep a watch on the strong rooms-

All contesting candidates should be intimated in writing to depute their representatives to keep a close watch on security arrangement of strong room. They should be allowed to stay outside the outermost perimeter in a rain-proof tent erected officially for this purpose, which enables them to view the entry points of the strong room. Facilities such as proper shade, drinking water, toilets, etc. should be provided to them. If there is no direct view to the strong room, CCTV should be arranged at the location, so that they can see the strong room door on CCTV. In such a case, they may be taken periodically to the inner perimeter in batches to see for themselves and verify the strong room security. The phone nos. of CEO, Addl. CEOs, DEC in charge in the ECI and the DEO/SP/COP/ROs concerned should be given to the candidates, who may provide the same to their people keeping vigil at the strong room location. They may be advised by the candidate to contact the officials in case of any need.

VI. Protocol to be followed to enter the inner perimeter

No one should be allowed to enter the inner perimeter without following the protocol, as under:-

- a. The log book shall be maintained by the CAPF in which entry should be made about date, time, duration and name(s) of any one crossing the second security ring i.e. the middle perimeter. This includes visits by the Observers or DEOs or SPs or candidates or their agents or any other persons.
- b. Video cameras should be provided to the CAPF contingent to record all visits made by such visitors.
- c. No vehicle, including that of any official or ministers or any other political functionary should be allowed inside the secured campus where the EVMs are stored. Alighting point for the vehicles should be marked clearly ahead of the outer security perimeter itself; beyond it should be a pedestrian zone only.

VII. Supervision by Returning Officers and DEOs

Returning Officers should visit the storage campus (upto the inner perimeter only) every day in the morning and evening and check the log book and videography and send a report to the DEO on the status every day. Incase of strong rooms located in the district headquarters, the DEO should do the same. Where the strong rooms are situated outside the

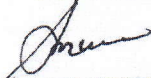
district Headquarters, DEO should visit the same as frequently as possible and at least once in 3 to 4 days.

DCs and SPs shall be personally responsible for security of strong room within the district and meticulous implementation of the protocol. The copy of this letter should be made available to all candidates, DEOs, ROs and CAPF commandant.

The CEOs may submit a separate report to the Zonal Secretaries indicating the type of security arrangements made by the administration to guard the strong room involving the CAPF already available within the State i.e IR Bn etc., or using SAP or otherwise. Other additional measures taken for guarding the strong rooms may also be indicated.

This may be taken on priority basis and be circulated to all concerned.

Yours Sincerely,



(SUMIT MUKHERJEE)
SECRETARY